

SAPCOTE RECREATION GROUND MANAGEMENT COMMITTEE

Minutes of the meeting held on 29 October 2020

Due to Covid-19 Restrictions meeting held using Zoom

Present: Josie Blackburn (**JB**)(Acting Chair), Ann Newman (**AN**)(Secretary), Estelle Rogers(**ER**)(Treasurer), Andy Anderson (**AA**), Richard Austin-Clapham (**RAC**), Tony Brader (**TB**), Colin Boothroyd (**CB**), Vic Howell (**VH**), Pat Wright(**PW**),

Apologies: Eric Ellis(**EE**), Tillie Graves (**TG**)

Meeting opened at 19:03

The minutes of the Committee Meeting held on the 15 September 2020 were approved with no matters arising.

1. **Election of Chairman** - Richard Austin-Clapham was welcomed to the meeting as he had expressed an interest in the vacant Chairman's position. He gave the committee a brief summary of both his professional and recent experiences as chairman on other committees. He was proposed for chairman by VH and seconded by CB. The committee were unanimous in voting RAC in as our new Chairman. VH made the committee aware that Mike Guntrip, our Parish Clerk for a number of years, had sadly passed way.
2. **Treasurer's Role:** The role of Treasurer has become vacant and an advertisement has been placed on both the Parish Council's website, and the Pavilion Noticeboard. JB agreed to also place the advert on the Parish Council Noticeboard, the notice board by the Library plus the Post Office. The committee members present were asked if anyone would take on the role in the interim. The current treasurer stated that with the Pavilion hire being low at the moment there is little to do on the finance front but point of contact for the bank account needs changing. RAC agreed to be responsible for the bank account in the interim. ER to send the necessary paperwork to RAC.

ACTION: ER

AN queried the SRGMC's involvement in Sapcote News. ER explained that SRGMC paid for Sapcote News (printing, Christmas gifts for distributors etc) but received advertising revenue. The treasurer would normally raise invoices for advertisements. RAC proposed we continue to pay for the Christmas gifts which was seconded by CB all in favour.

3. **Treasurer's Report:** ER reported that she would submit the accounts to the committee at month end.

ACTION: ER

4. **Secretary's Report:** AN opened by praising TG for the wonderful work she had done since taking over the caretaker role. The committee were in agreement. Her Pavilion Facebook page was particularly welcomed.

Keys, hall bookings and caretaker's documentation have been handed over to TG. Following on from the last meeting RAC asked about the number of keys currently in circulation for the Pavilion. With immediate effect it was agreed that no more keys would be cut until an audit had been

carried out on current key holders as it could nullify any insurance claims should we have a break in. TG would remain the custodian of the keys and once the audit was complete would keep the key holders list up-to-date.

ACTION: TG/AN.

Footballers: AN reported that the missing piece of the goal post has been found which meant EE could effect a repair. This has been done and the broken goalpost is now in use again. AN would like to thank EE for his invaluable help this month. Not only has he managed to get the broken goal post repaired at a considerable saving to us but when the vehicle returning the equipment back to us broke down he managed to find a friend who at the 11th hour picked it up and delivered it to our playing field. The friend wouldn't accept any payment so AN has written a letter of thanks on behalf of the committee and EE is organising flowers for the friend's wife and a couple of tins of sweets for their children. Also following the complaint from some residents that the footballers were urinating on the field EE devised a path into the toilet area in the changing rooms for the footballers to use that is Covid secure. No further complaints have been received by the residents.

There is a minor concern that the planned new pathway is a little close to the football pitch. AN has informed all three teams of the planned work and to be careful of the uneven ground during the laying out of the new pathways. In future years they may have to move the pitch further down the field.

Croquet Lawn: JB arranged a meeting between Burnt Oak and members of the Croquet Club. The contractor was told that the Croquet Club were not happy with the current state of the lawn and insisted that he produce an action plan with timelines on how he proposed to get the lawns in a playable condition by the end of March 2021. Since the meeting there is now some growth but unless he does a considerable amount of work the CC still can't see them being able to play on it. AN hoped the PC would continue to back us and defer paying Burnt Oak's invoice until they have completed the work to the CC's satisfaction. A discussion ensued regarding how the contractor was chosen as this committee and the PC were unaware of the work being carried out. AN stressed that the CC had been told that there was an amount of S106 money earmarked for ground improvement and were asked if we would like our pitch improved. They had no involvement in the selection of the contractor. RAC queried whether Burnt Oak did any other work within the Parish. They currently do all the ground maintenance work within the Parish. JB to look at the contract agreed between the previous chairman and Burnt Oak. RAC agreed that we should support the CC in getting the pitch to the required standard and that going forward no such work would be carried out without prior approval of the SRGMC.

5. **Caretakers Report:** The Pavilion is becoming quite busy with 4 Zumba class sessions, youth group, taekwondo, dog training and rainbows. In November we have a toddler dance class starting on Monday mornings and afternoons, as well as Wednesday morning. The Zumba instructor is also looking at a Friday morning. Many of them are complaining about the hand sanitiser because its more like soap but we have a huge bottle to use so they will just have to manage.

The lady from the toddler dance class is going to go in and mark out squares for her class that can be used by other groups. This is easily peeled off and is not permanent.

A couple of people would like classes during the time that cleaning is taking place so TG to contact the cleaner and see what can be done.

The wedding went perfectly. They were clean and stuck to the rules. The bride even sent pictures of the venue dressed up to use on our social media.

There is a birthday party happening in a few weeks but it is just for a 4 year old girl, her sibling, mum and Dad plus her 2 friends that are twins. They wanted a bouncy castle but cannot fit it in their garden or house so are hiring the Pavilion. They are very aware of the rules and stressed that no more than the people mentioned would be in attendance.

- 6. Update on the Pavilion Refurbishment Project:** Following the sub-committee meeting on 20 October TB sent copies of the meeting to all committee members. He will forward a copy on to RAC and suggested a catch up meeting to bring him up to speed on our proposed plans for the Pavilion and the hurdles we have had to overcome with Historic England (HE). Our last proposal has been rejected by HE as they now consider that part of the field is the most important archeologically. HE would prefer us to look at extending to the west of the Pavilion, but with shallow foundations, they also insist on keeping a watching brief.

S106 Update; Anne Pawley sent a message on 17th Sept from a meeting of her Monitoring Group at BDC. There are sufficient S106 funds spent for now, and the deadline for the remaining funds is now 31st April 2021. The use of some of those funds for a Games Room is still under consideration. The sub committee felt the need for a checkpoint in the project to review the project's original requirements. RAC requested that he join the sub-committee, which was accepted.

- 7. Update on the Ground Design:** Work started this week. Fencing has been erected to protect users of the Pavilion and changing rooms. It has taken 5 years to get to this point. HE are keeping a watching brief. JB offered to meet with RAC to bring him to date with the project. The old playground equipment will be removed. VH explained to RAC that HE controls the project BDC provide the money. New tables and benches are being ordered. VH to send RAC all documentation relating to the ground design and JB will update RAC when they meet.

AN asked if the new play equipment would be the last to be installed as she felt as soon as this is installed the public will expect to use it. We will have to decide whether to open or not. We need to check our insurance as we have been advised that we are not necessarily covered even if we state it is at the users own risk. RAC proposed that when new equipment is installed, we open the play area. VH seconded. RAC strongly recommended that all safety reports be carried out by an outside company.

- 8. AOB:** AN requested the purchase of a laminator. Request approved.

JB will put minutes of the SRGMC meetings on the PC website. She also requested that we all check our details on the PC website are correct and send her any amendments.

VH thanked Richard for taking on the role of Chairman at short notice.

RAC asked if the local MP was involved re problems with Historic England. The MP had been invited to a meeting in the past but had had to cancel at the last minute due to Brexit. Maybe something to consider in the future.

RAC also noted in the minutes of the last meeting that we were storing 8 boxes of Sapcote History. If help were needed to go through these, he would be delighted to help. AN to ask EE to contact RAC.

ACTION: AN

9. Date of Next Meeting:

26 November 2020 at 19:00.

Meeting closed 20:28